



We Deliver More...

ARM-101-2, 3 & 4  
Project Management Body  
of Knowledge

A three part course from  
ARM Consultants.

## **Course Name: Project Management Body of knowledge**

**Course Level:** Part.1

**For:** Entry Level Team Leaders and others with minimal Project experience

**Strength:** Not to exceed 15

**Duration:** 1 day

**Infrastructure:** LCD Projector, Connectivity for the LCD Projector to the trainer's Laptop, Whiteboard and Whiteboard colour markers.

**Course Material:**

No paper handouts will be provided.

Course material will be handed over on a CD in PDF format. This will require Adobe reader to view the contents.

**Course Content:** Concepts only with some introductory case studies

- Introduction to Project Management
- Importance of Project Management
- Tools – MS-Project
- The Framework of Project Management
- The Context of Project Management
- The Processes in Project Management
- Basic introduction to Knowledge areas
- Basic introduction to Processes

***At the end of the course, participants will be aware of the Project Management concepts in keeping with the standards of the Project Management Institute.***

## **Course Name: Project Management body of knowledge**

**Course Level:** Part.2

**For:** Team Leaders and Project Managers who are familiar with contents of Part.1

**Strength:** Not to exceed 15

**Duration:** 2 days

**Infrastructure:** LCD Projector, Connectivity for the LCD Projector to the trainer's Laptop, Whiteboard and Whiteboard colour markers.

**Course Material:**

No paper handouts will be provided.

Course material will be handed over on a CD in PDF format. This will require Adobe reader to view the contents.

Case studies involving schedule / plan / time delays and Risk mitigation will be outlined.

Participants are encouraged to bring their cases of relevance also.

**Course Content:** Concepts and case studies

- Introduction to Project Management, framework, contexts and process
- Project Integration Management
- Project Scope Management
- Project Time Management
- Project Cost Management
- Introduction to WBS
- Introduction to Role delineation
- Introduction to Risk Management
- Introduction to Contract administration
- Introduction to Sub-contracting.

***At the beginning of the course, the participants knew the basics of Project Management***

***At the end of the course, they will know most of the knowledge areas involved.***

## **Course Name: Project Management body of knowledge**

**Course Level:** Part.3

**For:** Team Leaders and Project Managers who are familiar with Part.1 & 2

**Strength:** Not to exceed 15

**Duration:** 1 day

**Infrastructure:** LCD Projector, Connectivity for the LCD Projector to the trainer's Laptop, Whiteboard and Whiteboard colour markers.

**Course Material:**

No paper handouts will be provided.

Course material will be handed over on a CD in PDF format. This will require Adobe reader to view the contents.

**Course Content:** Concepts and case studies

- Introduction to Project Management Frame work and Knowledge areas.
- Project Quality Management
- Project Human Resource Management
- Project Communication Management
- Importance of integrating key functional areas
- Importance of integrating Support services
- Importance of integrating Cost
- Case studies in HR and Communication
- Case studies in costing

***At the end of all three parts of this course, the participants will be instructed in the concepts that govern project management in keeping with the standards of Project Management Institute.***